



**JOB OPPORTUNITY
DEPARTMENT OF CORRECTIONS
WHITTLESEY ROAD
P.O. BOX 863
TRENTON, NJ 08625**



THIS POSTING IS ONLY OPEN TO THE FOLLOWING:

- ☐ Current Department of Corrections employees who are permanent in a competitive title or a Civil Service Commission-approved non-competitive title. Subject to current promotional and hiring restrictions
- ☒ State employees who are permanent in a competitive title or a Civil Service Commission-approved non-competitive title. Subject to current promotional and hiring restrictions
- ☐ Interested individuals who meet the stated requirements

Issue Date: September 10, 2021

Posting No.: 341-21

TITLE: Storekeeper 3 **SALARY:** \$50,990.20- \$71,997.19

LOCATION: Bayside State Prison, Canteen / Storeroom Unit – Leesburg NJ

JOB DESCRIPTION: Under the general supervision of a supervisory official in a state department, institution, or agency, or a local jurisdiction, supervises the daily operation and functions of a storeroom; supervises staff and work activities. Prepares and signs official performance evaluations for subordinate staff; does related work as required.

REQUIREMENTS

EXPERIENCE: Four (4) years of experience in work involving receiving, storing, safeguarding and recording parts, materials, equipment, and supplies of varied types in an organized storeroom.

PLEASE INCLUDE RESUME IN YOUR RESPONSE. POSTING TITLE AND NUMBER MUST BE INCLUDED IN THE SUBJECT LINE OF YOUR E-MAIL. ALL ATTACHMENTS MUST BE SENT IN PDF OR WORD FORMAT ONLY. ADDITIONALLY, YOU MUST PROVIDE YOUR E-MAIL ADDRESS. TO BE CONSIDERED, RESPONSES MUST BE POSTMARKED NO LATER THAN SEPTEMBER 24, 2021.

Forward Response To:

Roxanne Creamer, Manager 2, HR
Regional Personnel Services, Region 3
Southern State Correctional Facility
4295 Route 47
Delmont, NJ 08314

Emailed resumes are to be sent only to:

Roxanne.Creamer@doc.nj.gov